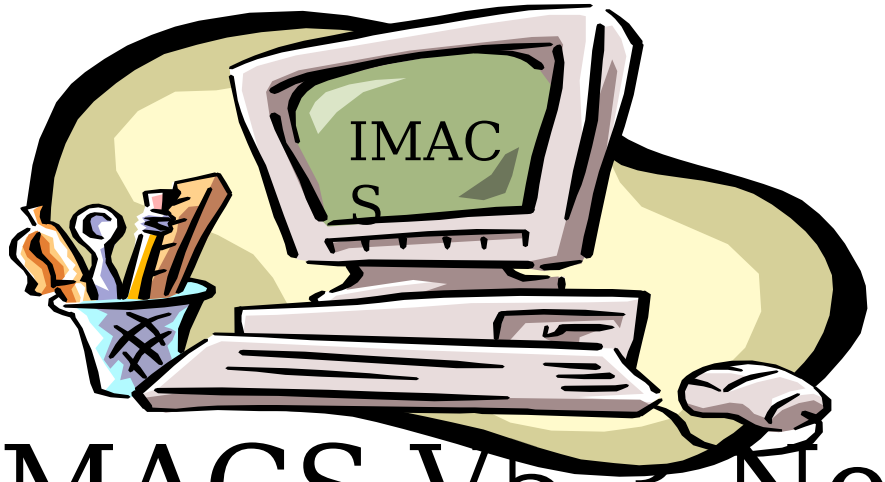


IMACS V5.3 New Functions

Effective

10 November 2003

IMACS V5.3 New Functions

1) Next/Prev/Find Buttons
2) Exhibit I/II Upload through Spreadsheet
3) Exhibit X-B Download through Spreadsheet
   - For single DMISA/FY/Exhibit/TAB/MIPR-PO

     …or…
   - For multiple DMISAs/FYs/Exhibits/TABs
4) Title Page – added new Depot Commander signature (per Joint Regulation change)

Next, Prev, and Find Buttons

- UPDATE multiple line items faster (requirements or pricing)
  - Time Saving Advantages: Can quickly move from one line item to another without having to return to the main Exhibit [I, II, III-A, III-B, IV] window to select another line item for viewing or updating.
  - Used in: Line Item Requirements and Line Item Details window functions
- Applicable to Exhibits I, II, III-A, III-B, and IV

Notes:

- Next/Prev/Find - Disabled in 'Add' mode; and in Ex III-C.
- Must still add new line items from Exhibit I or II window. Once added, they can be updated using the new buttons to access them.

Next/Prev/Find Buttons

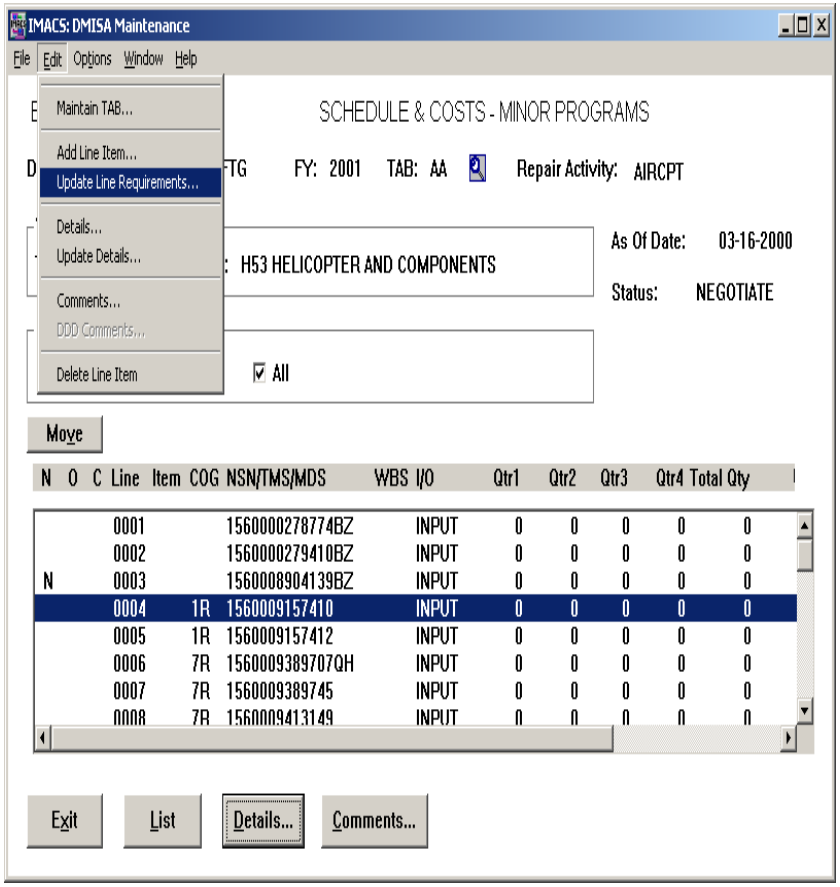
- Just highlight any line item on the main Exhibit window
- Select either:
  - Edit/Update Line Requirements

    …or…

  - Edit/Update Details

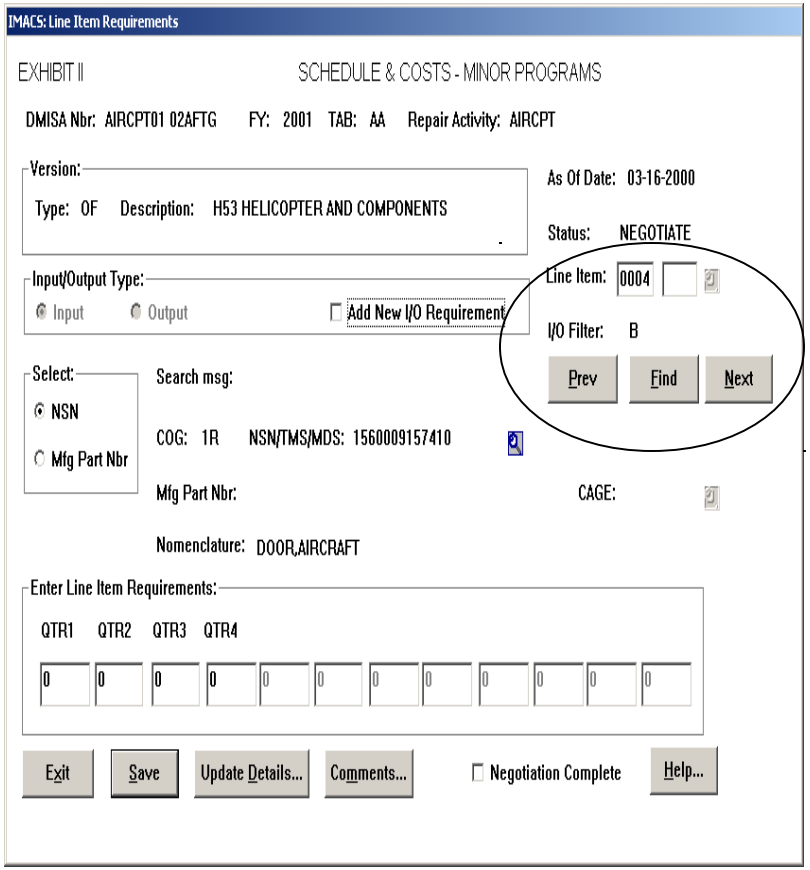
    …or…

  - For View-only mode, click Details


IMACS: DMISA Maintenance
File Edit Options Window Help
Maintain TAB...
Add Line Item...
Update Line Requirements...
Details...
Update Details...
Comments...
DDD Comments...
Delete Line Item
SCHEDULE & COSTS - MINOR PROGRAMS
FY: 2001 TAB: AA
Repair Activity: AIRCPT
H53 HELICOPTER AND COMPONENTS
As Of Date: 03-16-2000
Status: NEGOTIATE
All
Move
N O C Line Item COG NSN/TMS/MDS WBS I/O Qtr1 Qtr2 Qtr3 Qtr4 Total Qty
0001 1560000278774BZ INPUT 0 0 0 0 0
0002 1560000279410BZ INPUT 0 0 0 0 0
N 0003 1560008904139BZ INPUT 0 0 0 0 0
0004 1R 1560009157410 INPUT 0 0 0 0 0
0005 1R 1560009157412 INPUT 0 0 0 0 0
0006 7R 1560009389707QH INPUT 0 0 0 0 0
0007 7R 1560009389745 INPUT 0 0 0 0 0
Exit
List
Details...
Comments...

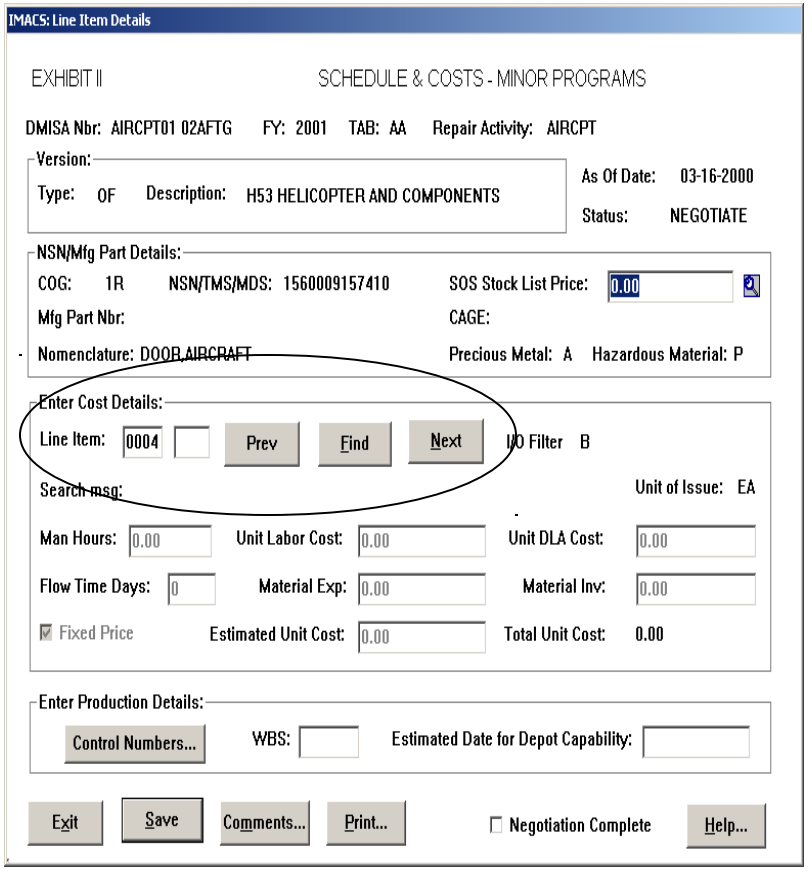
Line Item Requirements

- Update Line Item Requirements data as needed
- Click Save
  - Or, you will be prompted to save changes if you click Next, Prev, Find, Exit, or Update Details buttons
- Click Next [goes to next line item]
- Or, click Prev [goes to previous line item]
- Or, enter desired line item and suffix and click Find

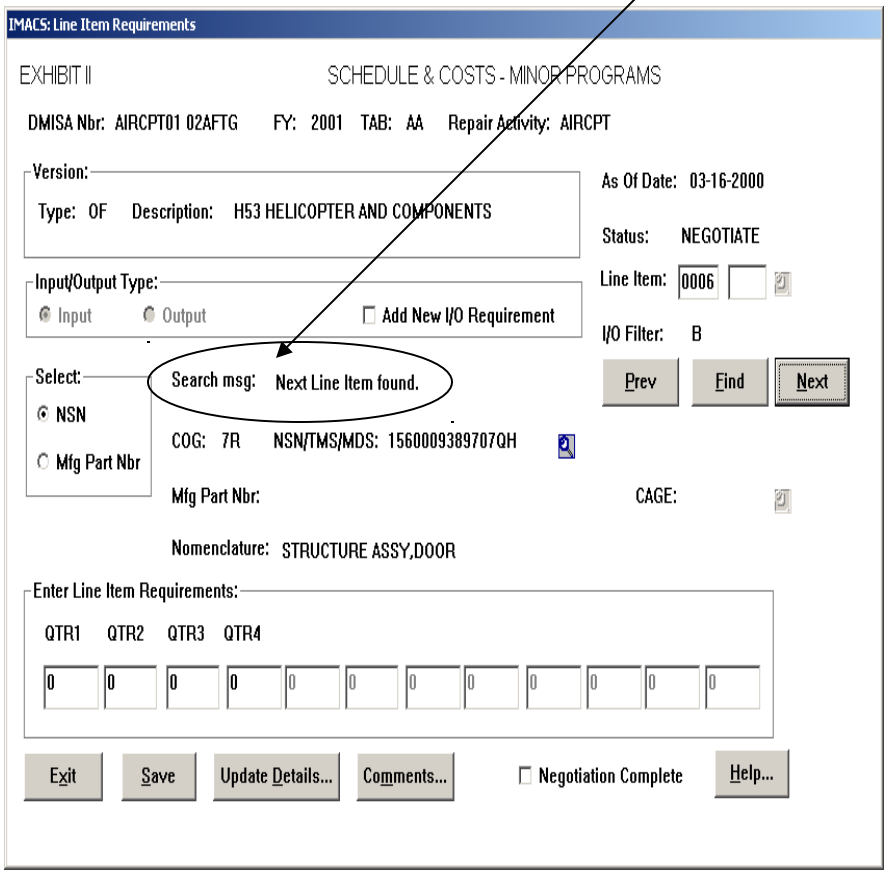


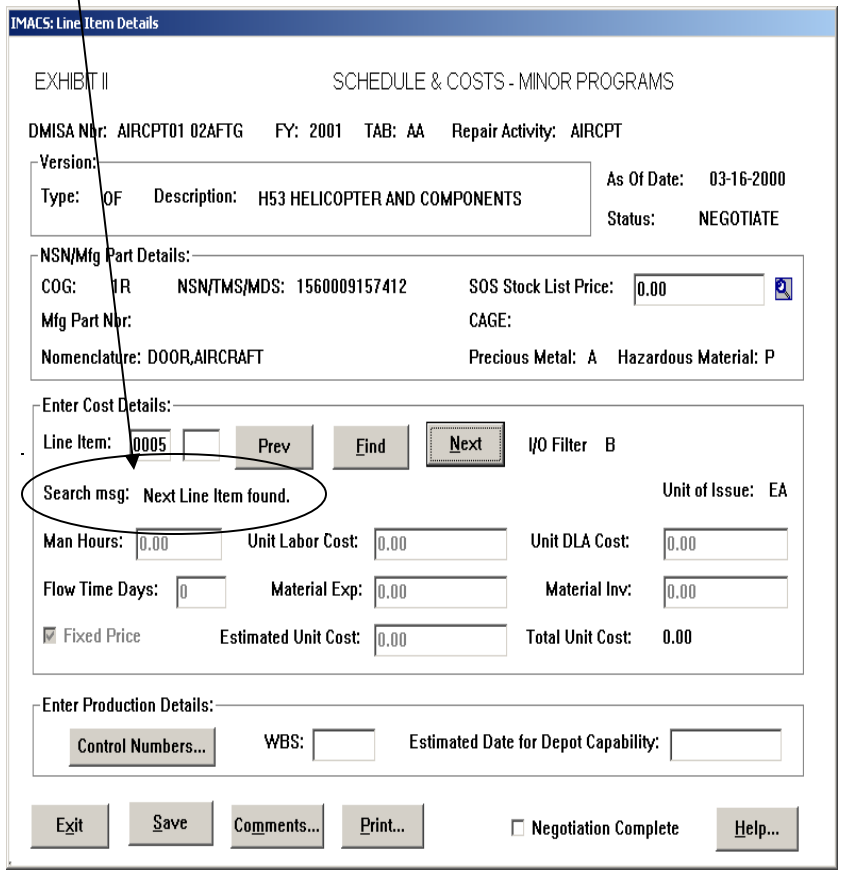
Line Item Details

- Update Line Item Details data as needed
- Click Save
  - Or, you will be prompted to save changes if you click Next, Prev, Find, or Exit buttons
- Click Next [goes to next line item]
- Or, click Prev [goes to previous line item]
- Or, enter desired line item and suffix and click Find



Search Message





Search Message

- Search Msg
  - Reflects where you are in the list
    - At the top of the list
    - At the bottom of the list
    - Next [or Prev] line item found
    - Line Item found
    - No line item met the search criteria

Note: Line items in Exhibit I and II may not necessarily be in numeric order. Next and Prev buttons will move forward (Next) or backward (Prev) based on the line item number sequence shown on Exhibit I or II main windows.

User Manual (UM) References

- See online IMACS V5.3 UM for detailed information
  - Section 14 – “Line Items, Line Item Requirements, and Details (Exhibits I, II, and III-C)”
    - Section 14.6 - Update Line Requirements
    - Section 14.10 - Update Line Item Details

Exhibit I/II

Upload and Download Spreadsheets

IMACS Main Menu Spreadsheets

- Ability to generate data in spreadsheet format for:
  - Exhibit I/II
    - Download
    - Upload
  - ~~Exhibit X-B~~

Note: Exhibit I/II Spreadsheets… option moved from ‘Reports’ option to new ‘Spreadsheet’ option

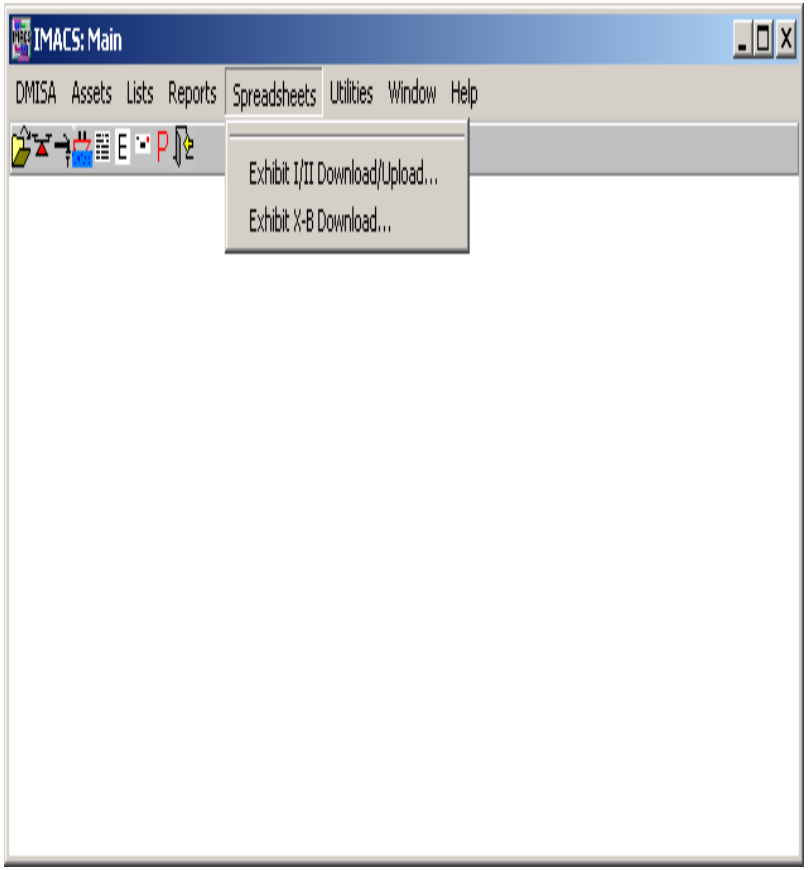


Exhibit I/II Spreadsheets

- From IMACS Main menu…
  - Select Spreadsheets
  - Select Exhibit I/II Download/Upload

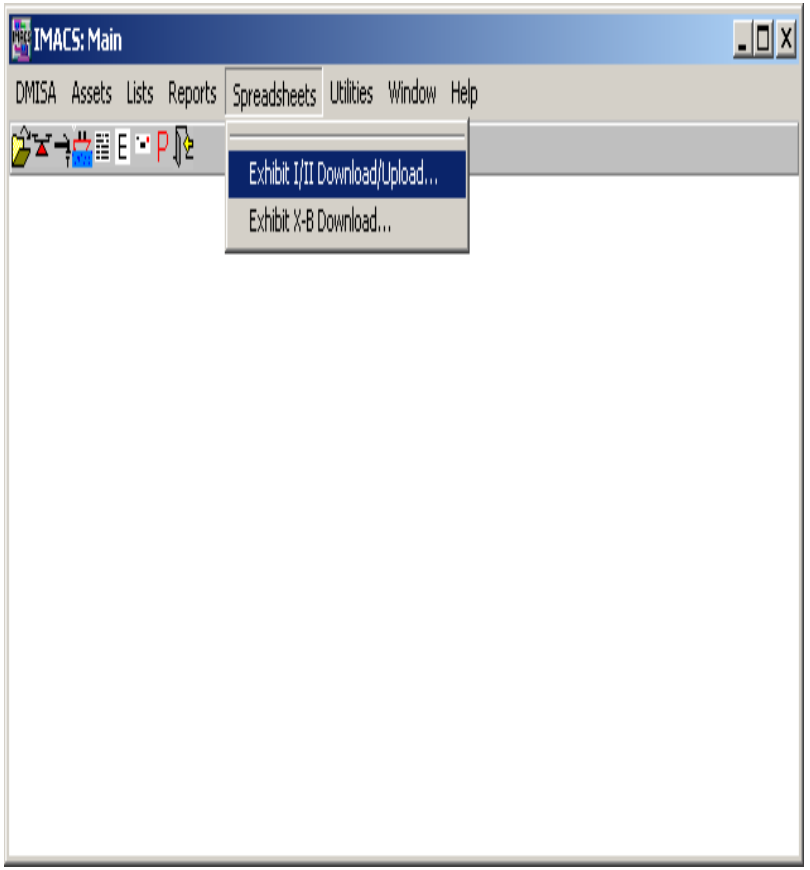


Exhibit I/II Spreadsheets – Download

- Displays list of DMISAs available to you
- Use new ‘Filter By’ fields to narrow list of DMISAs
  - DMISA
  - FY
- Change ‘Filter By’ fields, as needed
- Click List

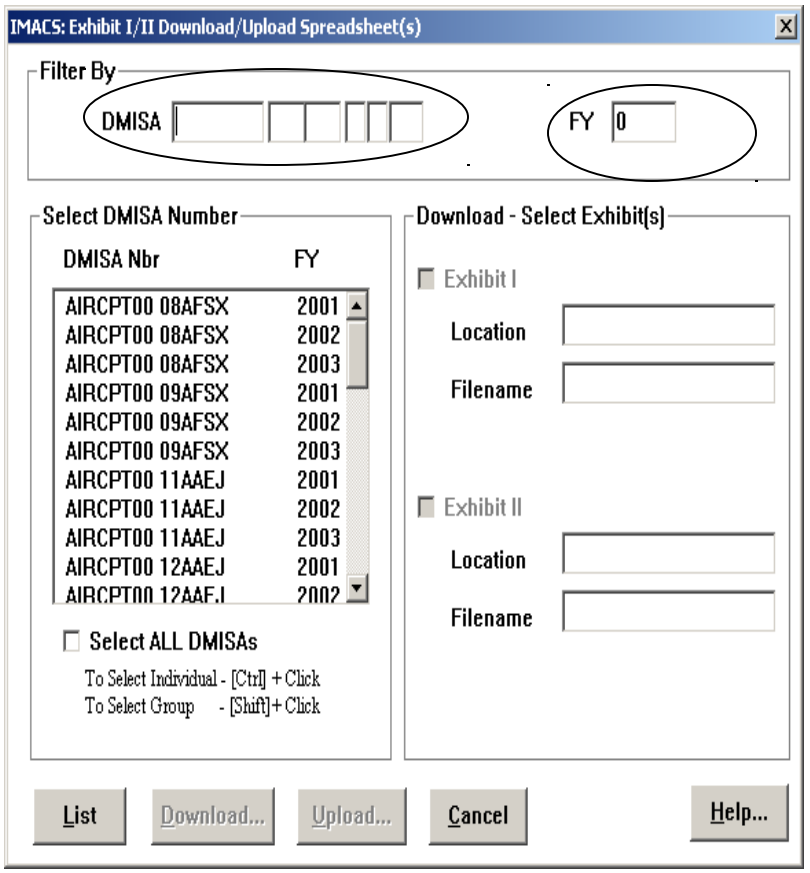


Exhibit I/II Spreadsheets – Download (cont.)

- Highlight one or more DMISAs to download to spreadsheet
- Select Exhibit I and/or Exhibit II [checkbox]
- Type in directory Location where file should be saved
- Type in Filename
  - Note: Make sure file names are different for Exhibit I and II
- Click Download

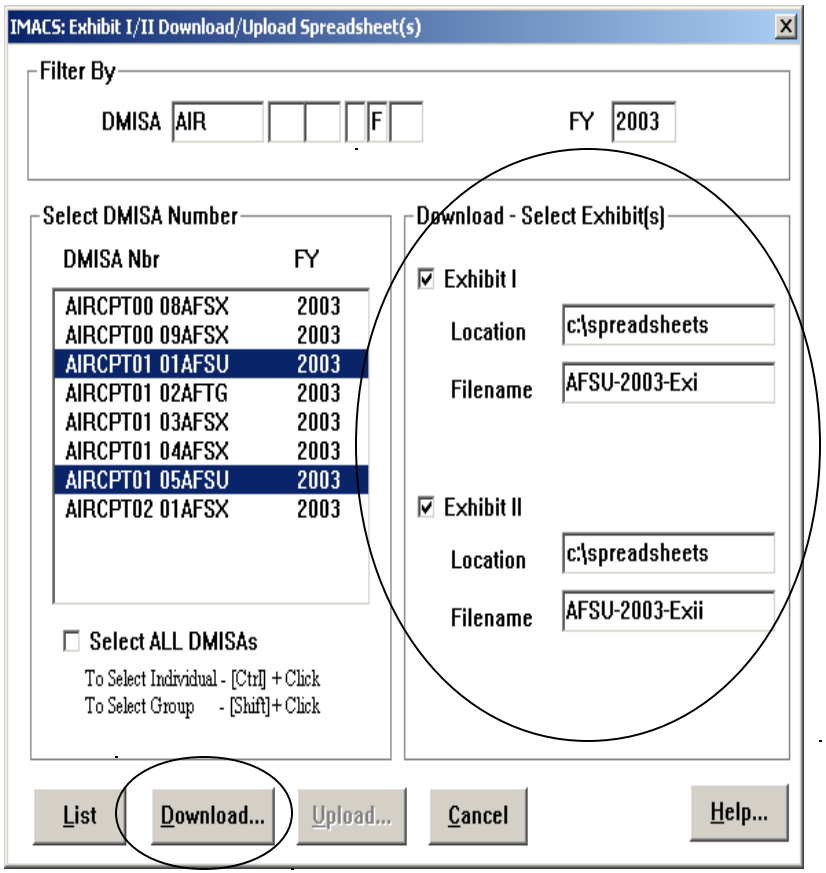
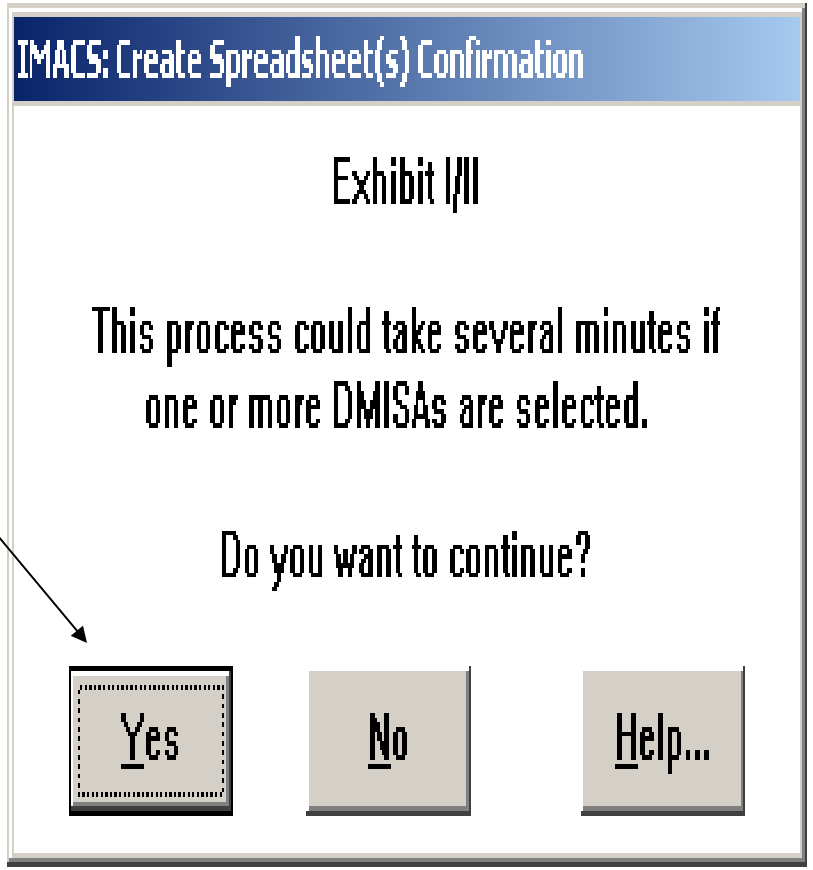
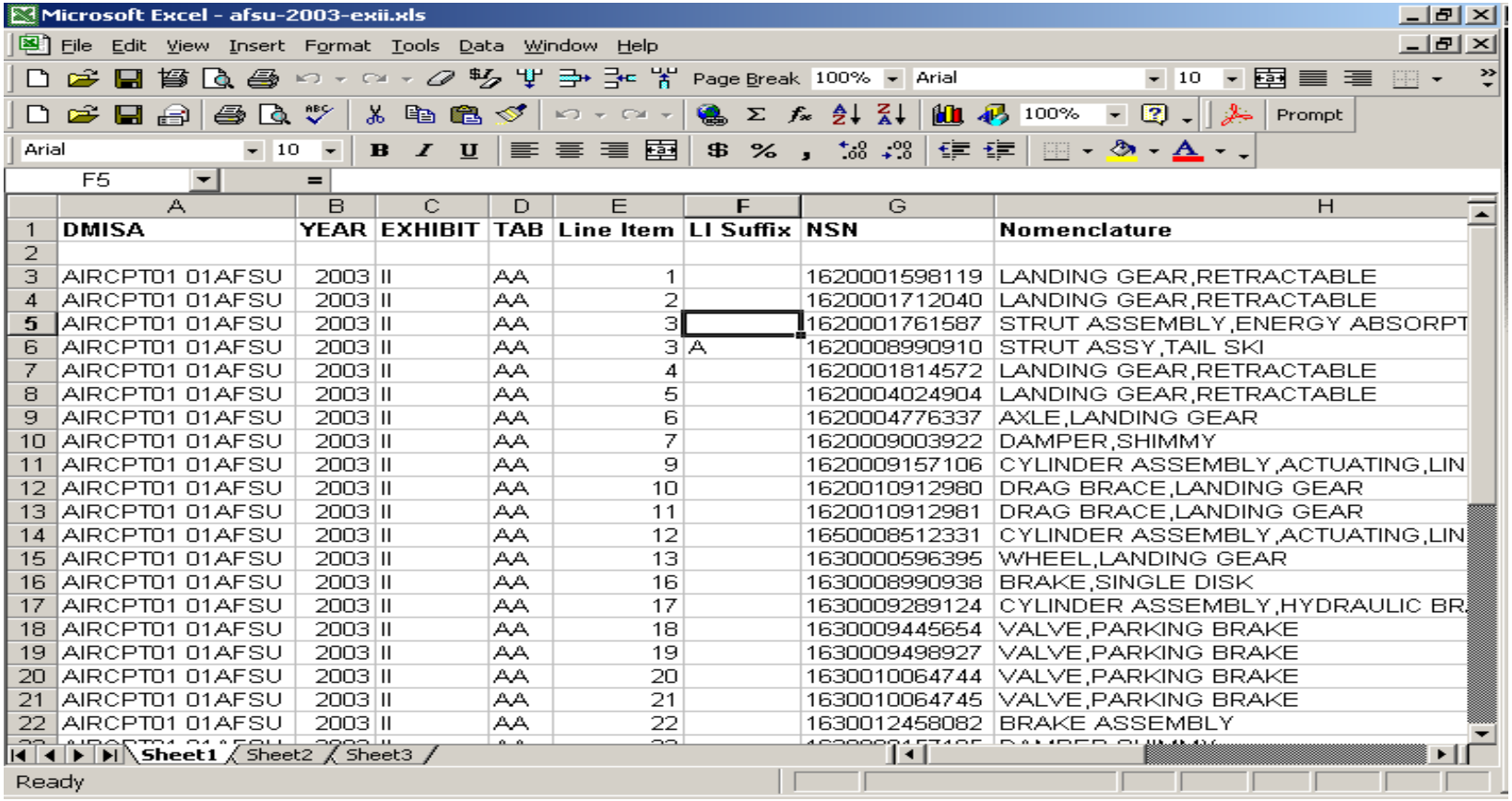


Exhibit I/II Spreadsheets – Download (cont.)

- Messages display for status or if errors are detected. Correct as needed
- When prompted, click Yes to continue
- Message displays when spreadsheet is completed
- Access directory where spreadsheet file was saved
- Double click on file; opens in MS Excel



Sample Ex I/II Downloaded Spreadsheet



Microsoft Excel - afsu-2003-exii.xls

File Edit View Insert Format Tools Data Window Help

F5

	A	B	C	D	E	F	G	H
1	DMISA	YEAR	EXHIBIT	TAB	Line Item	LI Suffix	NSN	Nomenclature
2								
3	AIRCPT01 01AFSU	2003	II	AA	1		1620001598119	LANDING GEAR,RETRACTABLE
4	AIRCPT01 01AFSU	2003	II	AA	2		1620001712040	LANDING GEAR,RETRACTABLE
5	AIRCPT01 01AFSU	2003	II	AA	3		1620001761587	STRUT ASSEMBLY,ENERGY ABSORPT
6	AIRCPT01 01AFSU	2003	II	AA	3	A	1620008990910	STRUT ASSY,TAIL SKI
7	AIRCPT01 01AFSU	2003	II	AA	4		1620001814572	LANDING GEAR,RETRACTABLE
8	AIRCPT01 01AFSU	2003	II	AA	5		1620004024904	LANDING GEAR,RETRACTABLE
9	AIRCPT01 01AFSU	2003	II	AA	6		1620004776337	AXLE,LANDING GEAR
10	AIRCPT01 01AFSU	2003	II	AA	7		1620009003922	DAMPER,SHIMMY
11	AIRCPT01 01AFSU	2003	II	AA	9		1620009157106	CYLINDER ASSEMBLY,ACTUATING,LIN
12	AIRCPT01 01AFSU	2003	II	AA	10		1620010912980	DRAG BRACE,LANDING GEAR
13	AIRCPT01 01AFSU	2003	II	AA	11		1620010912981	DRAG BRACE,LANDING GEAR
14	AIRCPT01 01AFSU	2003	II	AA	12		1650008512331	CYLINDER ASSEMBLY,ACTUATING,LIN
15	AIRCPT01 01AFSU	2003	II	AA	13		1630000596395	WHEEL,LANDING GEAR
16	AIRCPT01 01AFSU	2003	II	AA	16		1630008990938	BRAKE,SINGLE DISK
17	AIRCPT01 01AFSU	2003	II	AA	17		1630009289124	CYLINDER ASSEMBLY,HYDRAULIC BR
18	AIRCPT01 01AFSU	2003	II	AA	18		1630009445654	VALVE,PARKING BRAKE
19	AIRCPT01 01AFSU	2003	II	AA	19		1630009498927	VALVE,PARKING BRAKE
20	AIRCPT01 01AFSU	2003	II	AA	20		1630010064744	VALVE,PARKING BRAKE
21	AIRCPT01 01AFSU	2003	II	AA	21		1630010064745	VALVE,PARKING BRAKE
22	AIRCPT01 01AFSU	2003	II	AA	22		1630012458082	BRAKE ASSEMBLY

Sheet1 Sheet2 Sheet3

Ready

Exhibit I/II Spreadsheets

Upload

Exhibit I/II Spreadsheets – Upload

- Advantages – Enter data in downloaded DMISA Exhibit I or II spreadsheet, then submit it for uploading directly into IMACS
  - Principal can update requirements and SOS Stock List Price *for multiple line items at once*
  - Agent can update pricing and add control numbers *for multiple line items at once*
- Important: MUST keep columns in same format as in downloaded spreadsheet

Exhibit I/II Spreadsheets – Upload (cont.)

- Business Rules
  - Can upload one or more DMISAs in the same upload process
  - Can be Principal on one DMISA and Agent on another DMISA – on same spreadsheet file to be uploaded – based on permission level access to the selected DMISA(s)

Exhibit I/II Spreadsheets – Upload (cont.)

- Update downloaded spreadsheet with necessary data changes
- Save file
- From IMACS Main Menu…
  - Select Spreadsheets
  - Select Exhibit I/II Download/Upload

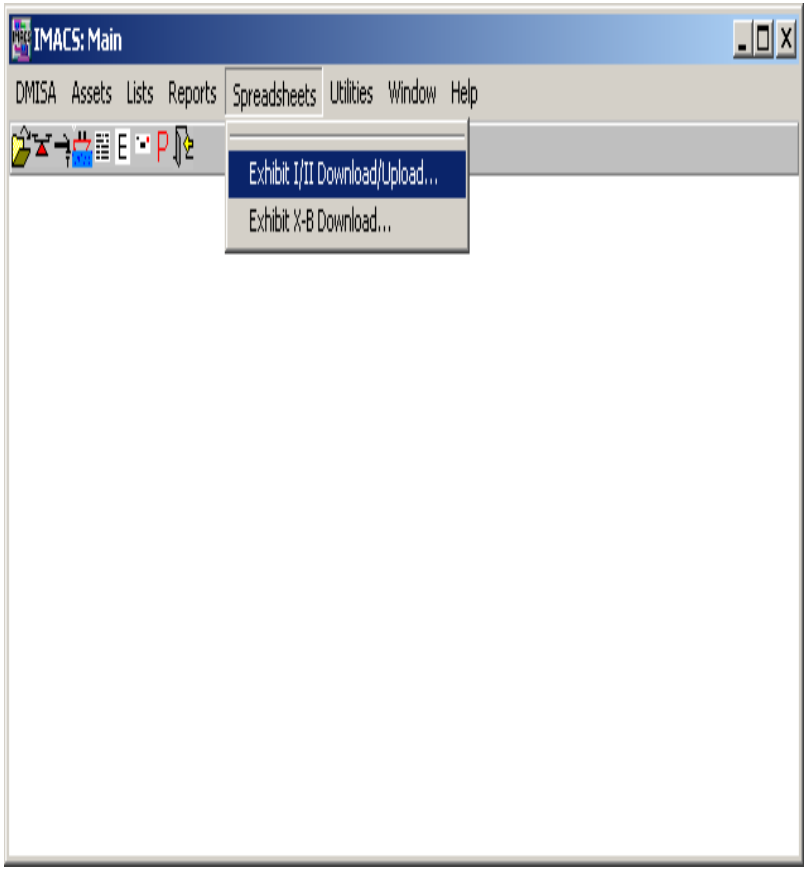


Exhibit I/II Spreadsheets – Upload (cont.)

- Use 'Filter By' fields, as needed
  - DMISA
  - FY
- Click List
- Select one or more DMISAs (that are on the spreadsheet file to be uploaded)

  Note: If DMISA not highlighted, data will be ignored
- Click Upload

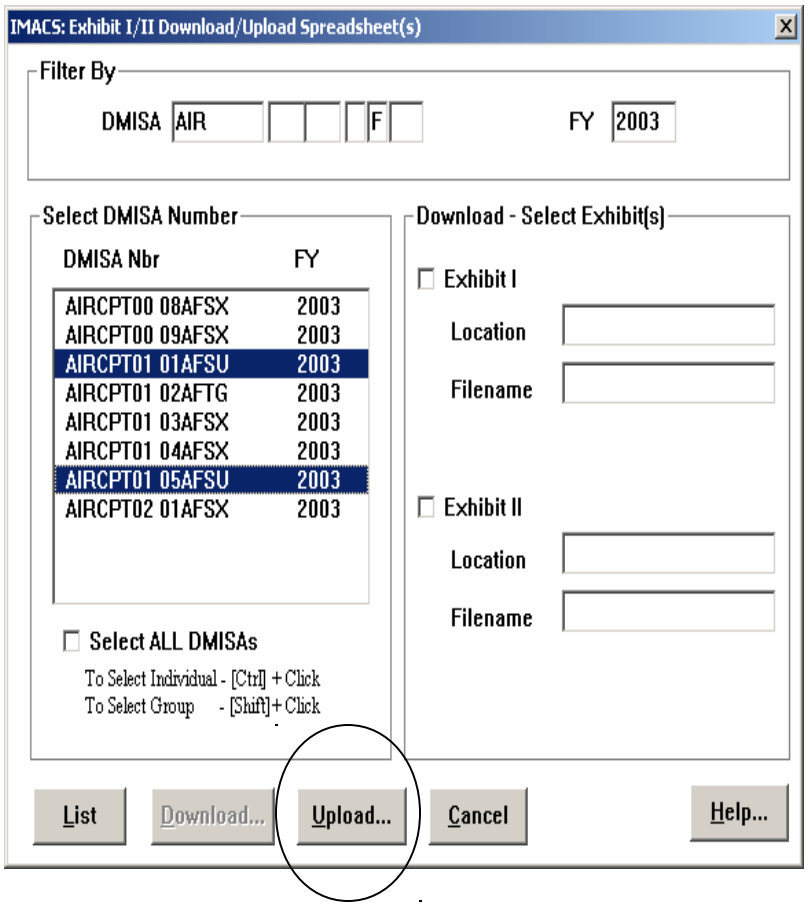


Exhibit I/II Spreadsheets – Upload (cont.)

- If uploading Principal data, check box(es) for…
  - Update Rqmt(s)
  - Update Stock List Price
- If uploading Agent data, check box(es) for…
  - Add Control Numbers
  - Update Prices

Note: If proper check box(es) are not marked, data will be ignored in Upload process

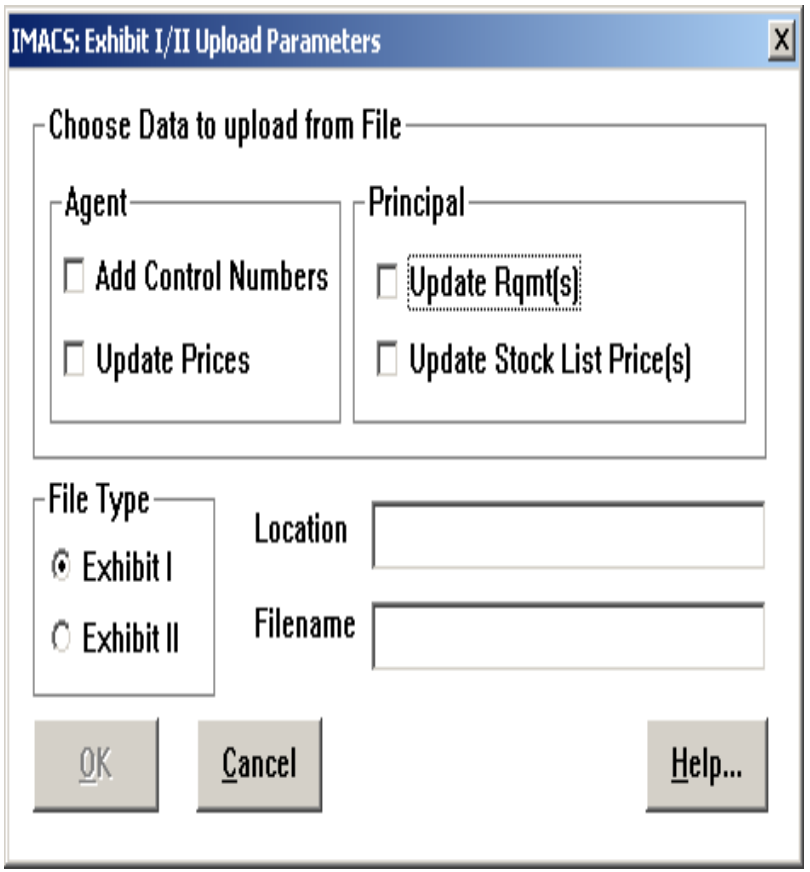


Exhibit I/II Spreadsheets – Upload (cont.)

- Select File Type
  - Either Exhibit I or II
  - Can never have both Exhibit I and II on same spreadsheet
- Type in directory Location where upload file is saved
- Type in Filename of file to be used for upload process

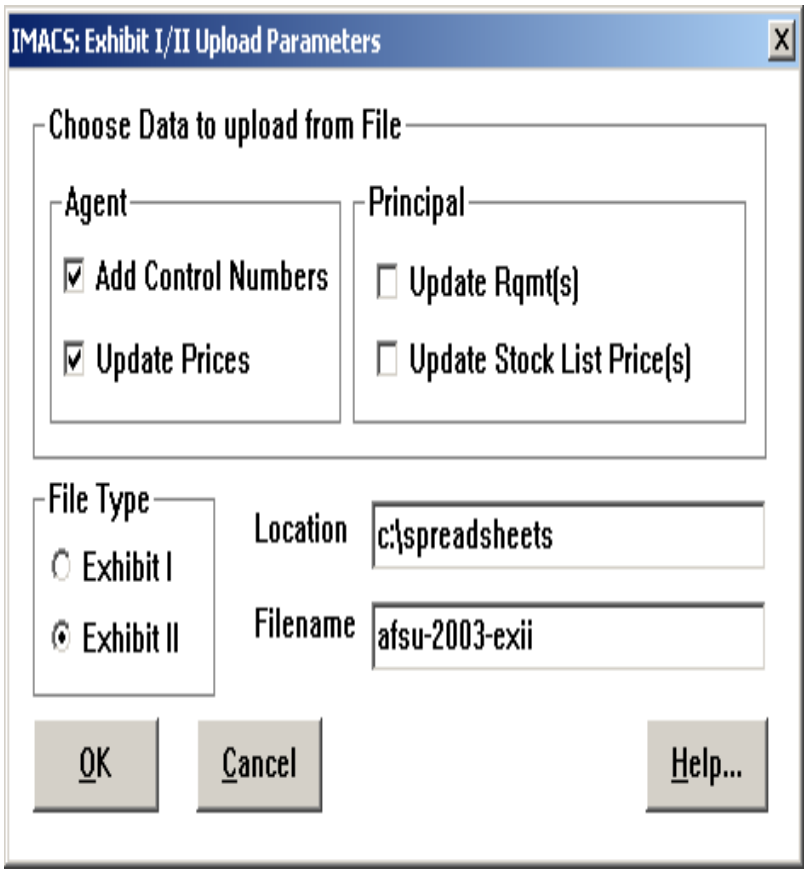


Exhibit I/II Spreadsheets – Upload (cont.)

- Once all appropriate Exhibit I/II Parameters are entered…
  - Click OK

Notes:

- If proper *[Agent or Principal]* check box(es) are not marked, data will be ignored in Upload process
- Data will be ignored if not applicable to your role on that DMISA (i.e., Principal or Agent role)

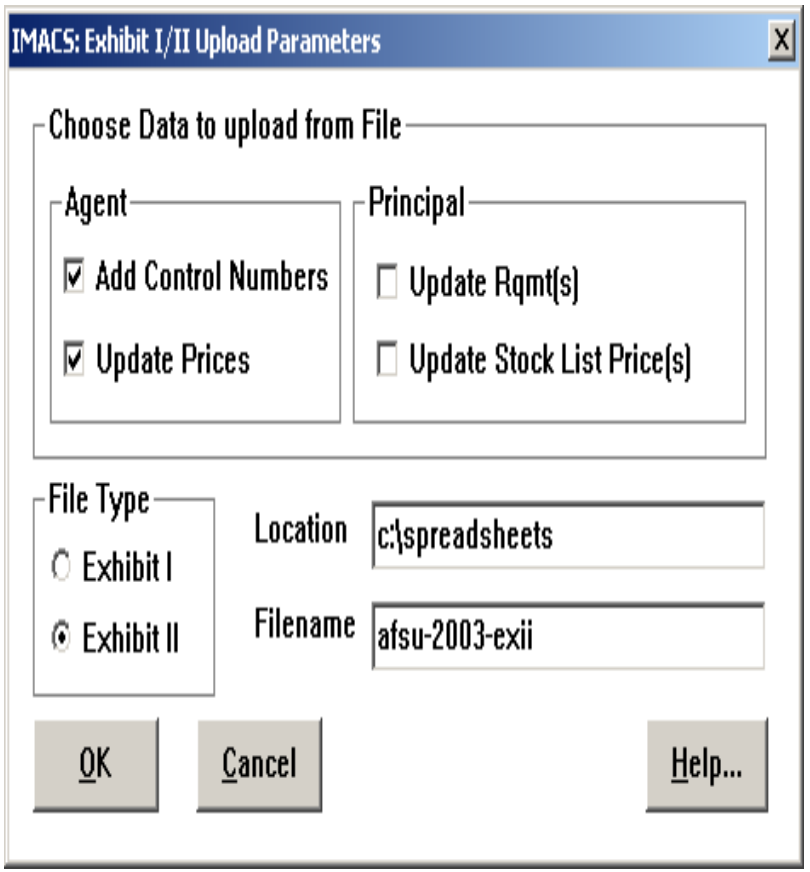


Exhibit I/II Spreadsheets – Upload (cont.)

- Click Yes to continue at message:
  - *'All selected data for each DMISA will be uploaded. If the file contains a large number of items, it could take several minutes. Do you want to continue? Yes/No'*
- At message: *'The data from the spreadsheet has been successfully loaded into IMACS. Would you like to upload another spreadsheet? Yes/No'*
  - Yes - returns to Exhibit I/II Download/Upload window
  - No - returns to IMACS Main Menu

  Note: Other messages may display, as appropriate. See UM, Sec 14.17.6 for Error Handling.

Exhibit I/II Spreadsheets – Upload (cont.)

- After successful upload, verify data in IMACS. Either…
  - Perform another Exhibit I or II download spreadsheet for the DMISA(s) and check data

    …Or…
  - Access the DMISA itself and check line item data

User Manual (UM) References

- See online IMACS V5.3 UM for detailed information
  - Section 14 – “Line Items, Line Item Requirements, and Details (Exhibits I, II, and III-C)”
    - Section 14.16 – Download Spreadsheets for Exhibit I/II
    - Section 14.17 – Upload Spreadsheets for Exhibit I/II

Exhibit X-B Download

Single
DMISA/FY/Exhibit/TAB/MIPR-PO

...Or...

Multiple
DMISAs/FYs/Exhibits/TABs

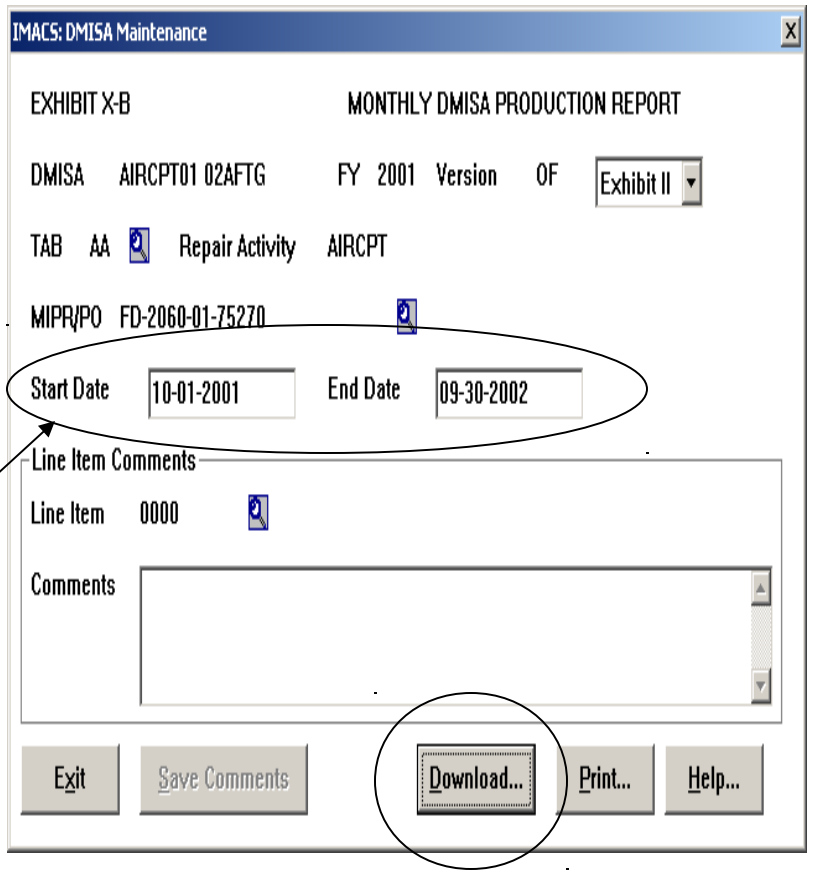
Exhibit X-B Download

- Advantage: Ability to generate an Exhibit X-B report in spreadsheet format
- Two methods
  - Select single X-B report for one DMISA/FY/Exhibit/TAB/MIPR-PO
    [from IMACS DMISA Menu]
  - Select multiple X-B reports for multiple DMISAs/FYs/Exhibits/TABs

    [from IMACS Main Menu/Spreadsheets function]

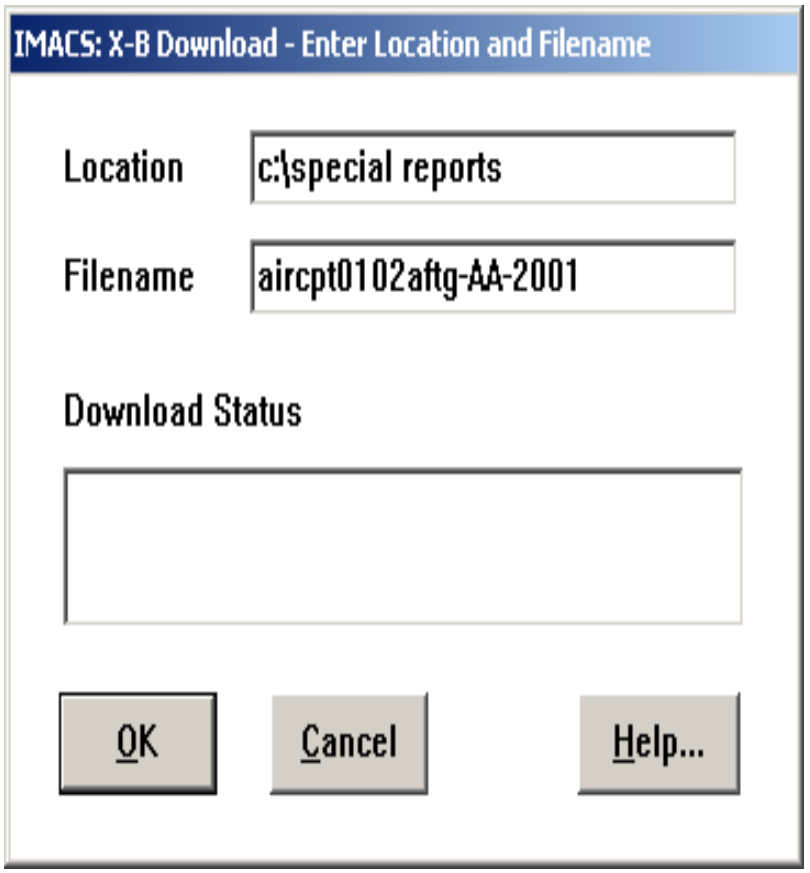
Selecting Single Exhibit X-B Download from within DMISA

- Access desired DMISA
- Select Edit/Exhibits X-XIV/ Exhibit X-B
- Select TAB
- Select MIPR/PO (or leave blank for an 'Unfunded' report)
- Change Start and End Dates for proper date range
- Click Download button

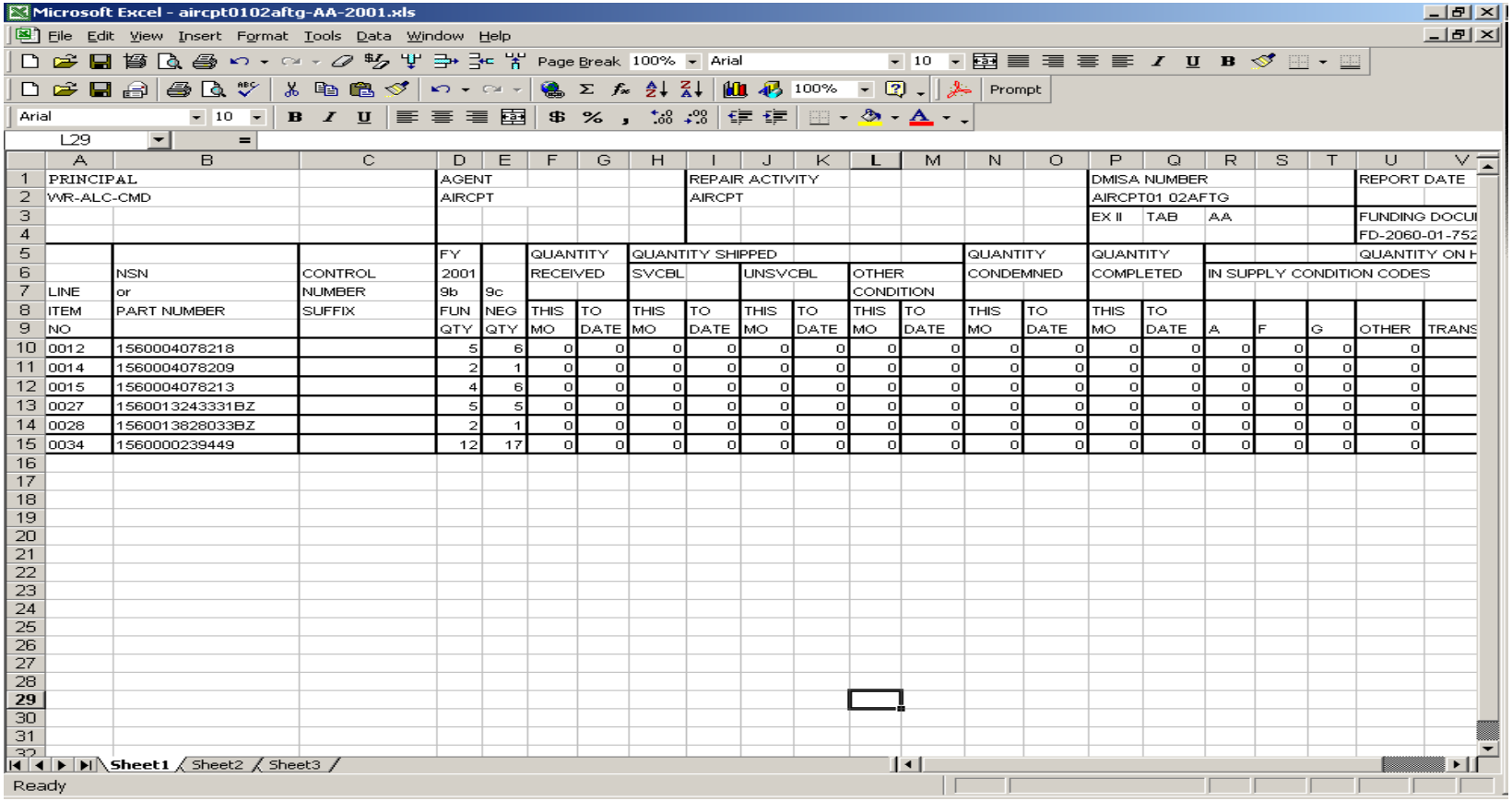


Selecting Single Exhibit X-B Download from within DMISA (cont.)

- When prompted, type in Location directory path where spreadsheet should be saved
- Type in desired Filename
- Click OK
- Download Status box displays status messages during the process
- Click OK at message box that indicates that spreadsheet was successfully created
- Access directory path where spreadsheet is saved



Sample Exhibit X-B Spreadsheet



	A	B	C	D	E	F	G	H	I	J	K	L	M	N	O	P	Q	R	S	T	U	V
1	PRINCIPAL			AGENT					REPAIR ACTIVITY							DMISA NUMBER					REPORT DATE	
2	WR-ALC-CMD			AIRCPT					AIRCPT							AIRCPT01 02AFTG						
3																EX II	TAB	AA			FUNDING DOCUI	
4																					FD-2060-01-752	
5				FY		QUANTITY		QUANTITY SHIPPED						QUANTITY		QUANTITY					QUANTITY ON H	
6		NSN	CONTROL	2001		RECEIVED		SVCBL		UNSVCBL		OTHER		CONDEMNED		COMPLETED		IN SUPPLY CONDITION CODES				
7	LINE	or	NUMBER	9b	9c							CONDITION										
8	ITEM	PART NUMBER	SUFFIX	FUN	NEG	THIS	TO	THIS	TO	THIS	TO	THIS	TO	THIS	TO	THIS	TO					
9	NO			QTY	QTY	MO	DATE	MO	DATE	MO	DATE	MO	DATE	MO	DATE	MO	DATE	A	F	G	OTHER	TRANS
10	0012	1560004078218		5	6	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	
11	0014	1560004078209		2	1	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	
12	0015	1560004078213		4	6	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	
13	0027	1560013243331BZ		5	5	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	
14	0028	1560013828033BZ		2	1	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	
15	0034	1560000239449		12	17	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	

Exhibit X-B Download

Multiple
DMISAs/FYs/Exhibits/TABs

Exhibit X-B – Multiple DMISAs/FYs/Exhibits/TABs

- From IMACS Main menu…
  - Select Spreadsheets
  - Select Exhibit X-B Download

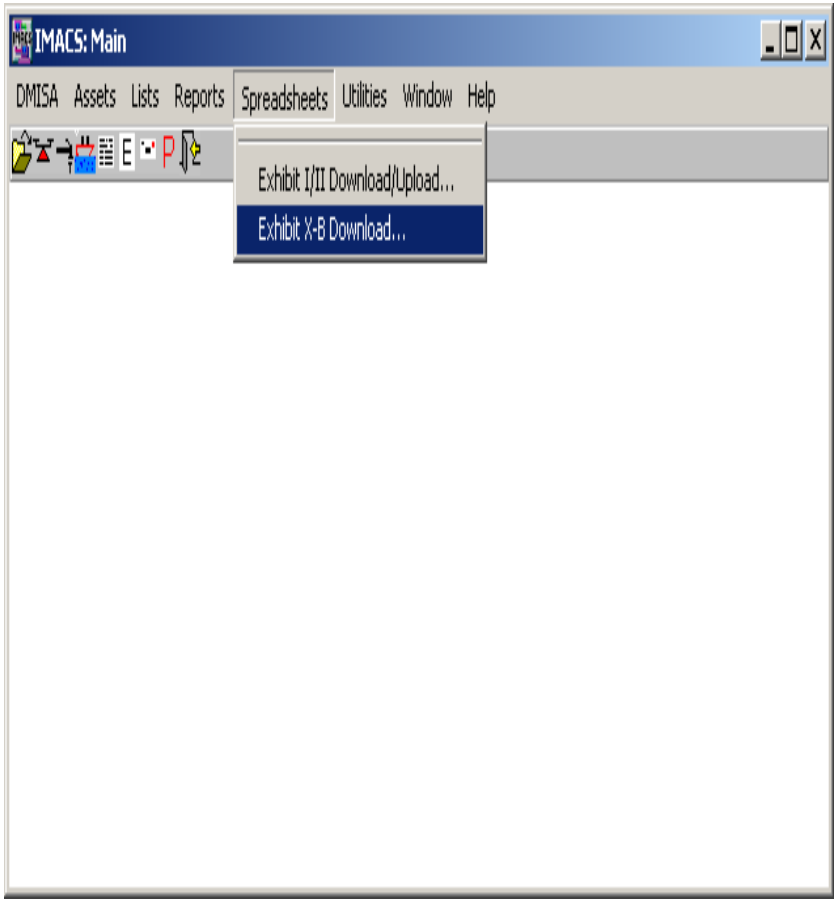


Exhibit X-B – Multiple DMISAs/FYs/Exhibits/TABs (cont.)

- New ‘Filter By’ fields
  - DMISA
  - FY
  - Exhibit Type [I, II, or leave blank to select both I and II]
- Use new ‘Filter By’ fields to narrow list of DMISAs
- Change ‘Filter By’ fields, as needed
- Click List

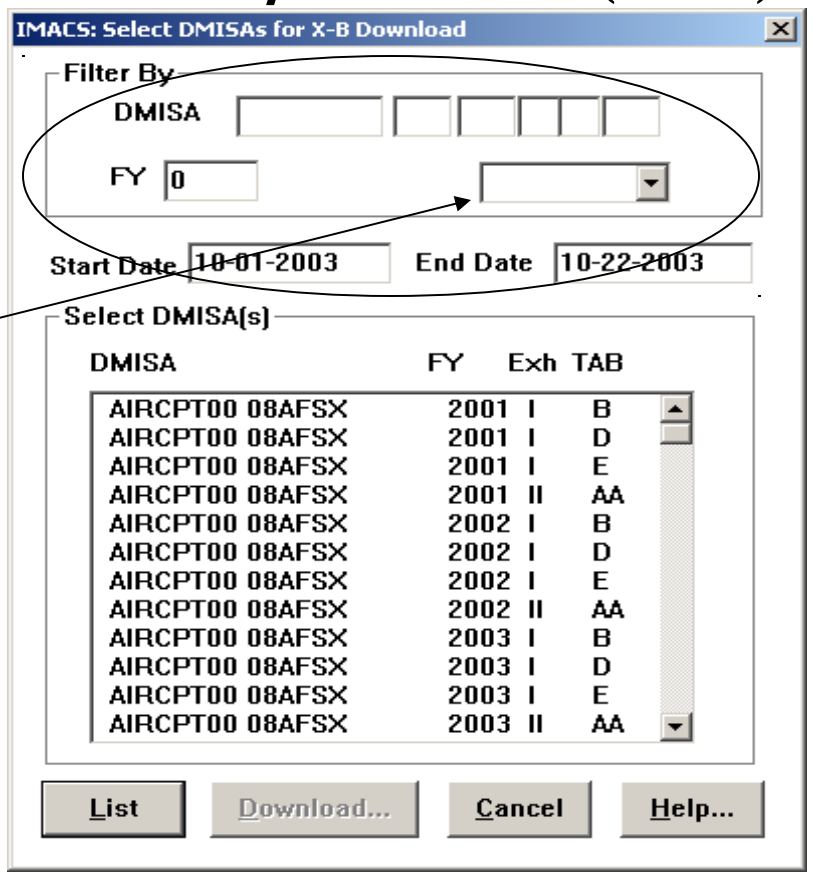


Exhibit X-B – Multiple DMISAs/FYs/Exhibits/TABs (cont.)

- Example of list of DMISAs based on 'Filter By' fields
  - DMISA fields, FY, and Exhibit Type selected

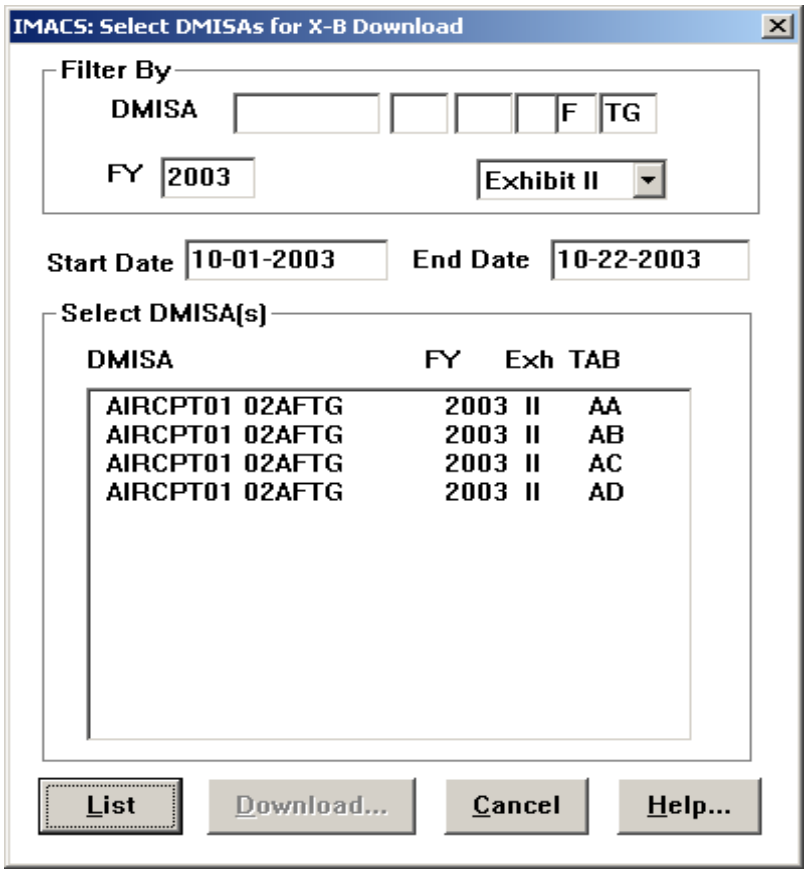


Exhibit X-B – Multiple DMISAs/FYs/Exhibits/TABs (cont.)

- Start and End Dates
  - Start Date – defaults to 1st day of the current month
  - End Date – defaults to current date
- Important: Make sure to change Start and End Date fields to proper date range needed for report

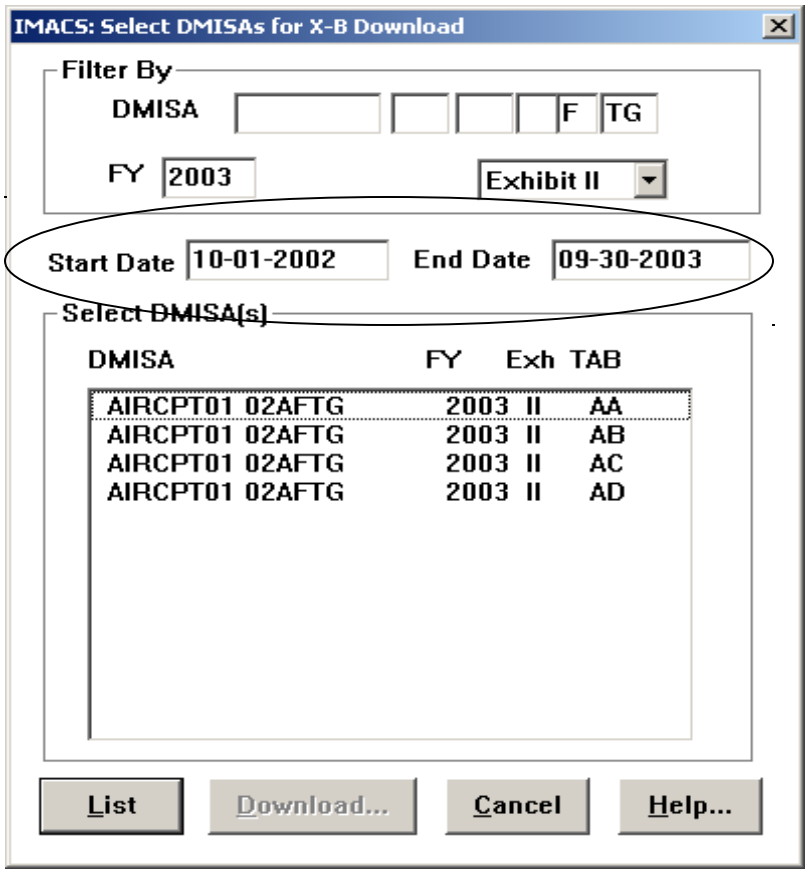


Exhibit X-B – Multiple DMISAs/FYs/Exhibits/TABs (cont.)

- Select one or more DMISAs/FYs/Exh/s TABs
- Click Download button

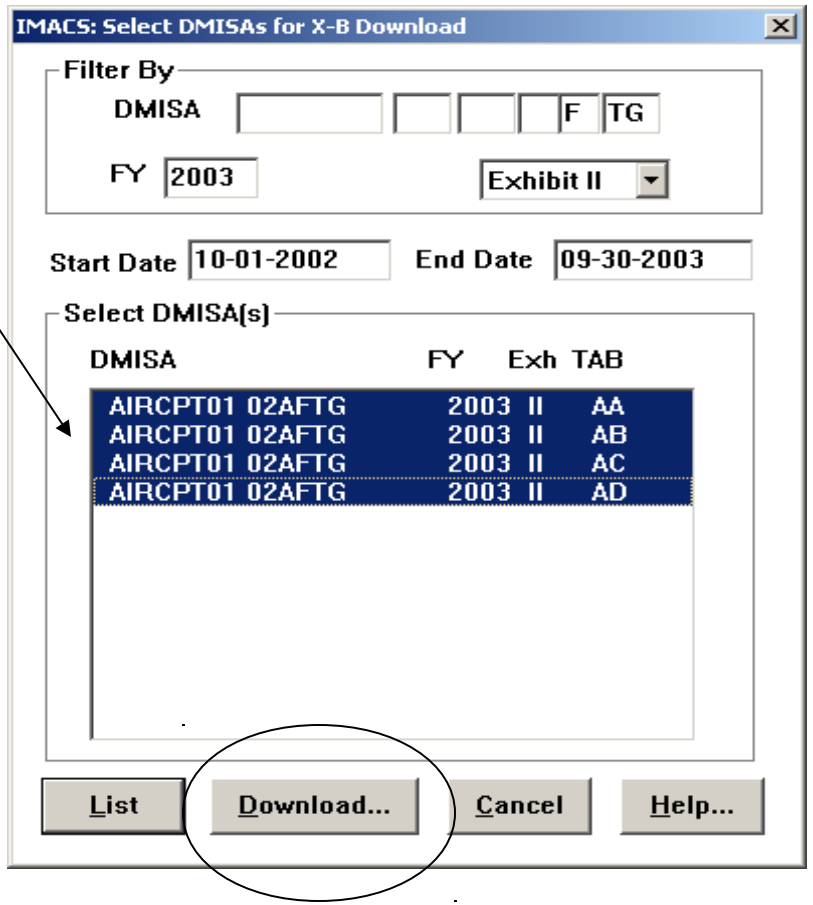


Exhibit X-B – Multiple DMISAs/FYs/Exhibits/TABs (cont.)

- E-mail Address defaults to your e-mail address

  Notes:
  - Can modify to send e-mail to different address, if desired
  - If e-mail address is incorrect or missing, contact IMACS Systems Administrator to have it updated.
  - Can e-mail X-B Download files to more than one e-mail address…just separate addresses by commas.

- Click OK

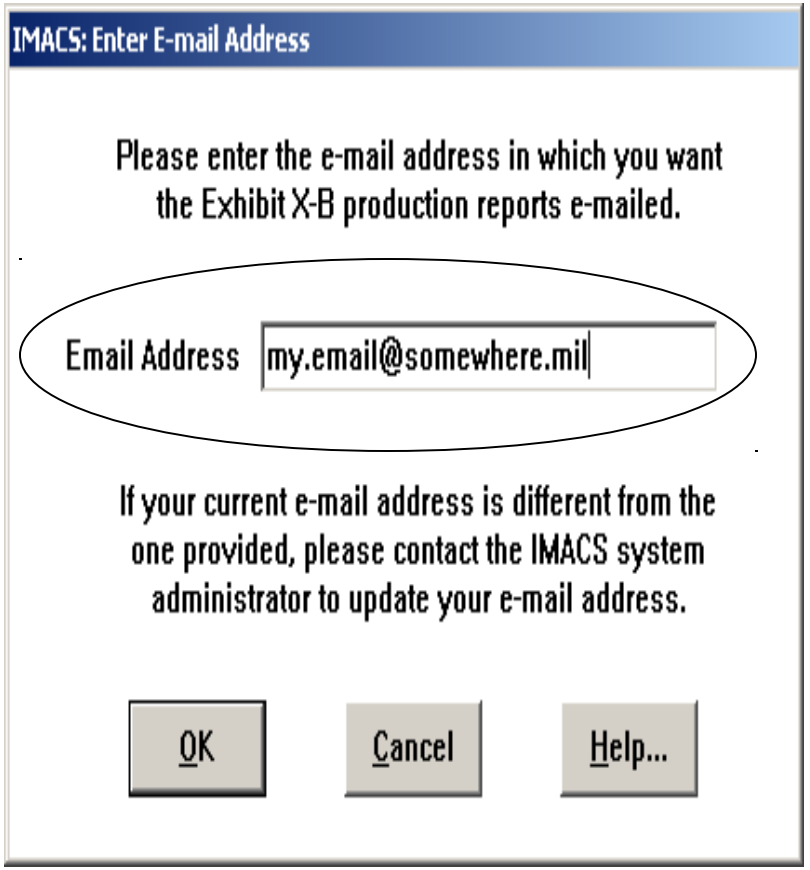

IMACS: Enter E-mail Address
Please enter the e-mail address in which you want the Exhibit X-B production reports e-mailed.
Email Address
my.email@somewhere.mil
If your current e-mail address is different from the one provided, please contact the IMACS system administrator to update your e-mail address.
OK
Cancel
Help...

Exhibit X-B – Multiple DMISAs/FYs/Exhibits/TABs (cont.)

- At message: *'Do you want to make any additional requests? Yes/No'*
  - Yes – returns to Exhibit X-B selection window
  - No – returns to IMACS Main Menu
- E-mail request is sent to a queue to await processing
  - Process runs about every 5 minutes
  - Exhibit X-B Download file automatically sent to you via e-mail

Exhibit X-B – Multiple DMISAs/FYs/Exhibits/TABs (cont.)

- Zipped file is attached in e-mail
  - Double click on attached zipped file *(WinZip [filename] .tar file)*
  - At prompt, click 'Open' *(File can also be saved to disk)*
  - At prompt, click 'Yes' that WinZip should decompress it to a temporary folder and open it.

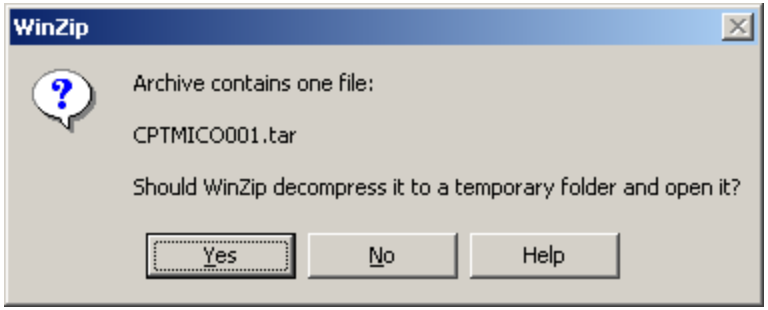
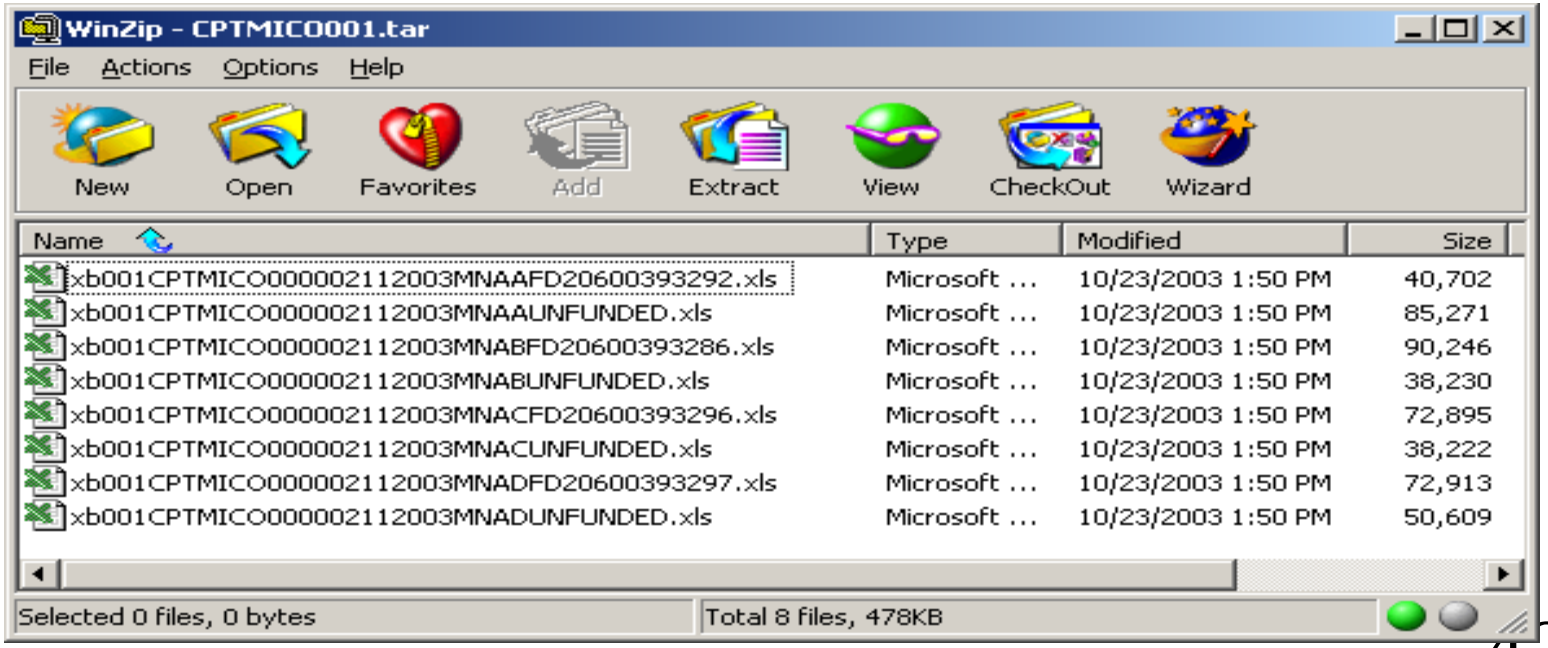


Exhibit X-B – Multiple DMISAs/FYs/Exhibits/TABs (cont.)

- Double click on respective file to open in MS Excel
- Zipped file includes:
  - 'Unfunded' report(s)
  - Report(s) by funded TAB and MIPR/PO


WinZip - CPTMICO001.tar
File Actions Options Help
New Open Favorites Add Extract View CheckOut Wizard
Name Type Modified Size
xb001CPTMICO000002112003MNAAFD20600393292.xls Microsoft ... 10/23/2003 1:50 PM 40,702
xb001CPTMICO000002112003MNAAUNFUNDED.xls Microsoft ... 10/23/2003 1:50 PM 85,271
xb001CPTMICO000002112003MNABFD20600393286.xls Microsoft ... 10/23/2003 1:50 PM 90,246
xb001CPTMICO000002112003MNABUNFUNDED.xls Microsoft ... 10/23/2003 1:50 PM 38,230
xb001CPTMICO000002112003MNACFD20600393296.xls Microsoft ... 10/23/2003 1:50 PM 72,895
xb001CPTMICO000002112003MNACUNFUNDED.xls Microsoft ... 10/23/2003 1:50 PM 38,222
xb001CPTMICO000002112003MNADFD20600393297.xls Microsoft ... 10/23/2003 1:50 PM 72,913
xb001CPTMICO000002112003MNADUNFUNDED.xls Microsoft ... 10/23/2003 1:50 PM 50,609
Selected 0 files, 0 bytes
Total 8 files, 478KB

User Manual (UM) References

- See online IMACS V5.3 UM for detailed information
  - Section 28 – “Exhibit X-B – Monthly Production Report”
    - Section 28.8.1 – Download of a Single DMISA, Exhibit and TAB from DMISA
    - Section 28.8.2 – Download of Multiple DMISAs, Exhibits, and TABs

Title Page

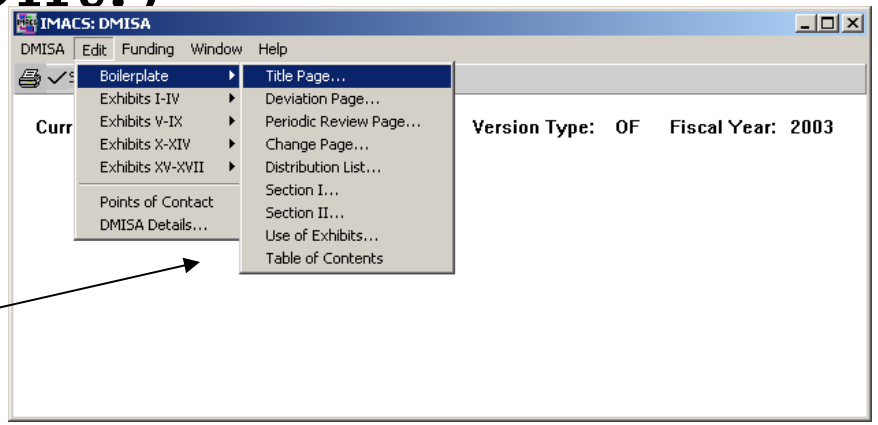
Depot Commander Signature

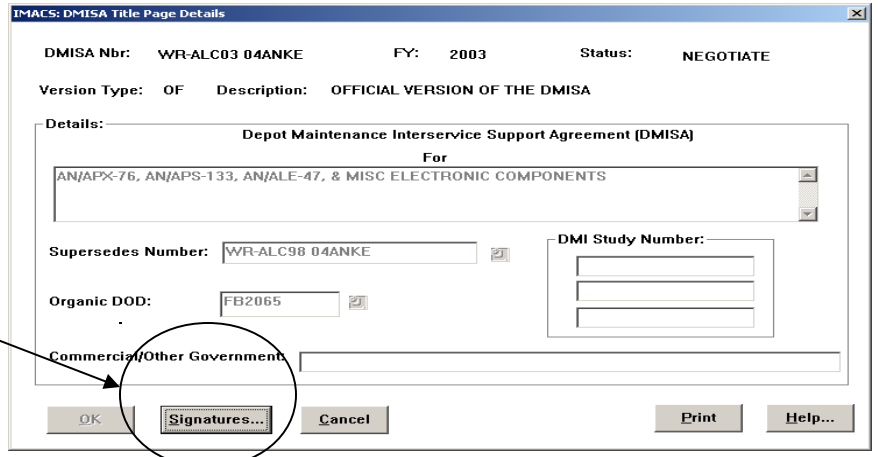
Title Page
Depot Commander Signature

- Per Joint Regulation change
  - Added Depot Commander Signature
  - Input by Agent
- Other improvements to Title Page
  - 'Date' field on Signatures is optional now
    - Can be left blank, or a date can be entered (MM-DD-YYYY format)
    - Can be updated anytime to coincide with Signature

Title Page
Depot Commander Signature (cont.)

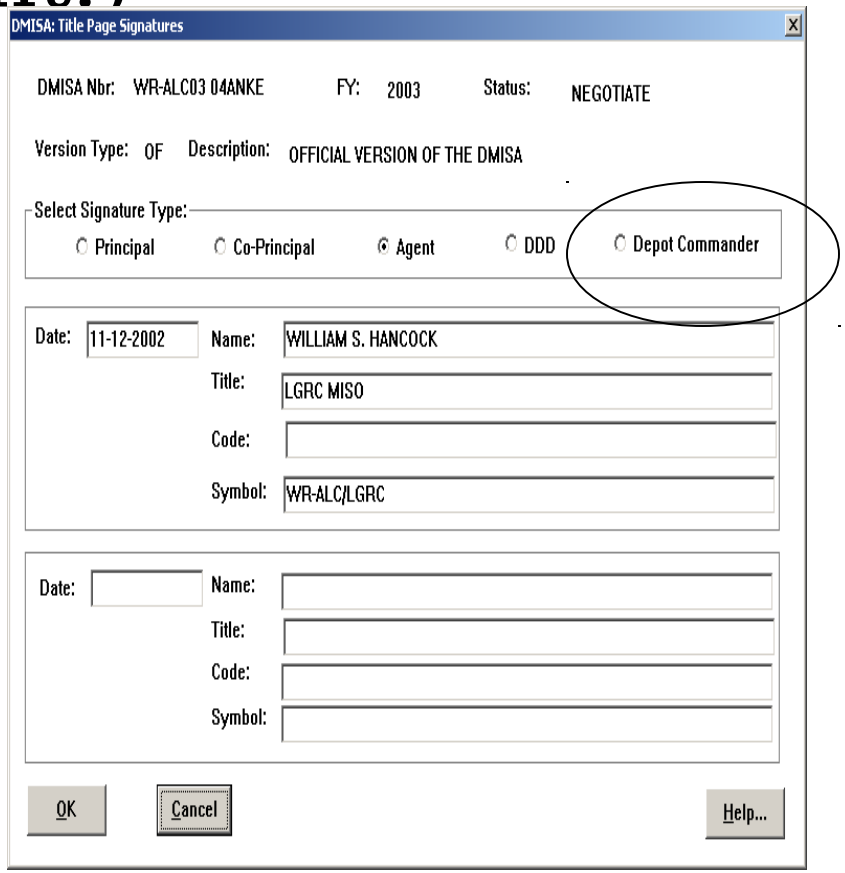
- From IMACS Main Menu…
  - Select Boilerplate
  - Select Title Page
- From DMISA Title Page Details…
  - Click Signatures button





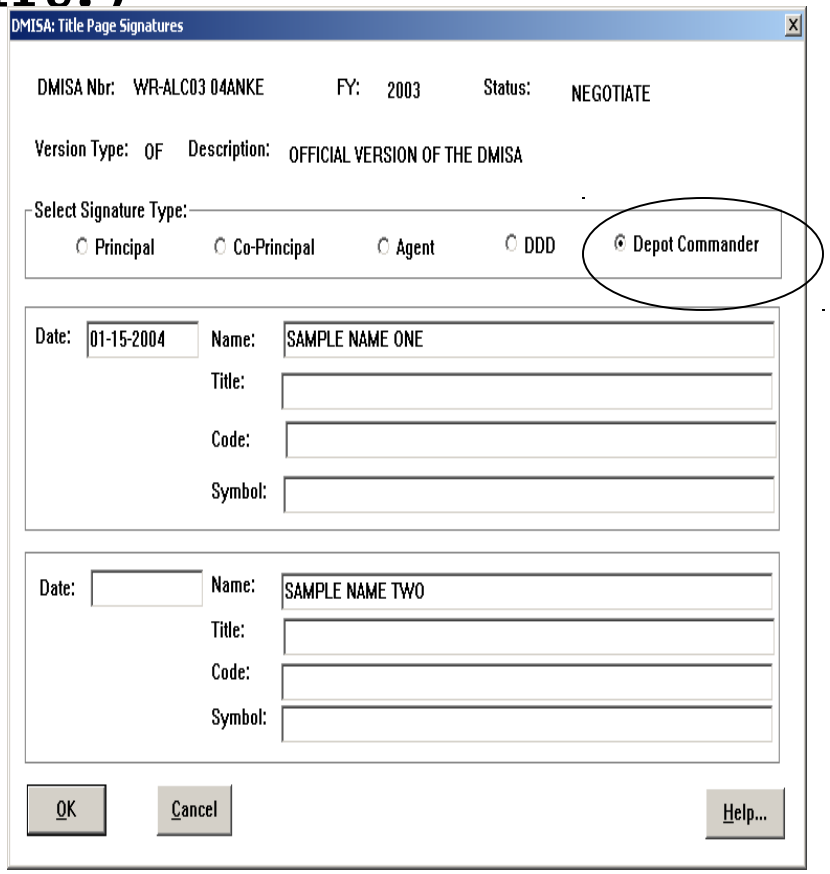
Title Page
Depot Commander Signature (cont.)

- Click Depot Commander button



Title Page
Depot Commander Signature (cont.)

- Can enter up to two signature lines
- Enter Name, Title, Code, and/or Symbol, as applicable
- Date – optional
  - If entered, use MM-DD-YYYY format
- Click OK
- Signature names display on printed Title Page



User Manual (UM) References

- See online IMACS V5.3 UM for detailed information
  - Section 11 – “Standard DMISA Format”
    - Section 11.3 – Title Page